



CITY OF LODI COUNCIL COMMUNICATION

AGENDA TITLE: Adopt Resolution authorizing Lodi Public Library to participate with City of Richmond's Literacy for Every Adult Project (LEAP) in implementation of the Learner Web—California

MEETING DATE: May 2, 2012

PREPARED BY: Library Services Director

RECOMMENDED ACTION: Adopt Resolution authorizing Lodi Public Library to participate with City of Richmond's Literacy for Every Adult Project (LEAP) in implementation of the Learner Web—California

BACKGROUND INFORMATION The City of Richmond's Literacy for Every Adult Project partnered with Portland State University to create a regional version of the Learner Web for California and received a Library Services and Technology Act (LSTA) grant for the project. The grant implementation process calls for the participation of four California adult literacy programs—two in the South and two in the North. Lodi Public Library Adult Literacy Services volunteered to participate in the project and after a telephone interview was selected as one of two northern programs.

The Learner Web is a self-paced interactive learning support system for adult literacy students developed by Portland State University with a federal Broadband Technology Opportunity Project (BTOP) grant. Lodi Public Library's Computer Learning Center meets the technology requirements of the grant. Lodi Public Library's participation requires library staff to attend trainings in set up and usage of the Learner Web and provide feedback on registration and the usage of the system by Lodi library patrons. Lodi will receive training in usage of the Learner Web, technical assistance and learning plans in both English and Spanish for computer literacy, internet access, and career pathway information. These tools will enhance the ability of Lodi's Adult Literacy Services to provide computer literacy training as well as instruction on reading and math skills.

The attached Memorandum of Understanding outlines the project and obligations of Lodi Public Library.

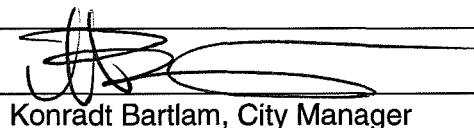
FISCAL IMPACT: None.

FUNDING AVAILABLE: Not Applicable.


Nancy C. Martinez, Library Services Director

NM/sb

APPROVED:


Konrad Bartlam, City Manager

MEMORANDUM OF UNDERSTANDING REGARDING THE LODI PUBLIC LIBRARY AND THE LITERACY FOR EVERY ADULT PROJECT

This Memorandum of Understanding constitutes the agreement between the City of Richmond's Literacy for Every Adult Project, hereafter referred to as "LEAP," and Lodi Public Library, hereafter referred to as "LPL," for the purpose of implementing the Broadband Technology Opportunities Program (BTOP) grant received by Portland State University. As a sub-recipient, LEAP is forming a partnership with LPL to use the on-site computer resource center for computer instruction. With the support of LEAP and the learning plans furnished by Portland State University, LPL will recruit and teach residents digital literacy, internet searching, and career pathway information using the Learner Web.

Parties

City of Richmond
Literacy for Every Adult Project
440 Civic Center Plaza
Richmond, CA 94804
(510) 307-8082

Lodi Public Library
201 West Locust Street,
Lodi, CA 95240
209-333-5554

Time of Agreement

The effective date of this Memorandum of Understanding is February 1, 2012 and will terminate on March 31, 2013. This MOU may be terminated earlier by any of the parties, provided that thirty (30) days' written notice is provided to the other party.

Terms and Conditions

LEAP and LPL agree to the following terms and conditions:

1. LPL will:

- a. Designate **LPL** as a partner site with LEAP and provide working computers (as referenced in the original RFQ and outlined by Portland State University) for the purpose of new residents to be trained on digital literacy, internet access, broadband consumer education and career exploration through the Learner Web.
- b. Designate an authorized staff to complete quarterly financial reports in a timely manner.
- c. Designate an authorized staff to be responsible for attending trainings and managing the tutor-student BTOP learning.

- d. Participate in and be familiar with registration system to track hours.
- e. Participate actively in project communication processes.
- f. Provide feedback to project manager on implementation, access and usage of BTOP.

2. LEAP will:

- a. Provide training to staff at **LPL**.
- b. Provide necessary forms required for reporting measures of tutor, staff, and student engagement with BTOP.
- c. Provide learning plans in English and Spanish for computer literacy, internet access, consumer broadband education, and career pathway information.
- d. Provide technical assistance via telephone or e-mail to support the BTOP program.

Indemnification

- 1. **LPL** shall indemnify, defend, and hold harmless the City, its officers, agents, employees and volunteers from any and all claims, suits, or actions of every name, kind and description, brought forth on account **of** injuries to or death **of** any person or damage to property arising from or connected with the willful misconduct, negligent acts, errors or omissions, ultra-hazardous activities, activities giving rise to strict liability, or defects in design by **LPL** or any person directly or indirectly employed by, or acting as, the agent for **LPL** in the performance of this MOU, including the concurrent or successive passive negligence of the City, its officers, agents, employees or volunteers.

Notices

All notices, demands, statements, or communications provided for by this Memorandum of Understanding shall be in writing and may be delivered by deposit in the United States mail, postage prepaid. Notices to the City shall be addressed to the party designated in section 1 below. Notices to **LPL** shall be addressed to the party designated in section 2 below. Notice shall be deemed delivered (a) upon personal delivery; (b) **as** of the fifth business day after mailing by United States certified mail, postage prepaid, addressed to the proper party; or (c) **as** of 12:00 p.m. on the second business day immediately after the day it is deposited with and accepted by Federal Express, or a similar overnight courier service, addressed to the proper party and marked for next business day morning delivery. For the purposes of this Memorandum of Understanding, **a** "business day" means any day Monday through Friday that is not **a** holiday recognized by the federal government or the State **of** California.

- 1. **CITY** hereby designates **as** its authorized representative the project manager whose name and address are as follows:

Sherry Drobner

City of Richmond
Literacy for Every Adult Project
440 Civic Center Plaza
Richmond, CA 94804
(510) 307-8082

2. **LPL** hereby designates as its authorized representative the project manager whose name and address are **as** follows:

Nancy Martinez
Lodi Public Library
201 West Locust Street,
Lodi, CA 95240
209-333-5554

Signatures

The following signatures attest to the parties' agreement to the terms of the MOU:

LODI PUBLIC LIBRARY

Nancy Martinez, Director

DATE

CITY OF RICHMOND

Bill Lindsay, City Manager

DATE

LITERACY FOR EVERY ADULT PROJECT

Sherry Drobner, Program Manager

DATE

A handwritten signature in black ink, consisting of several loops and a final horizontal stroke.

RESOLUTION NO. 2012-55

A RESOLUTION OF THE LODI CITY COUNCIL AUTHORIZING
THE LODI PUBLIC LIBRARY TO PARTICIPATE WITH CITY OF
RICHMOND'S LITERACY FOR EVERY ADULT PROJECT IN
IMPLEMENTATION OF THE LEARNER WEB-CALIFORNIA

WHEREAS, the City of Richmond's Literacy for Every Adult Project partnered with Portland State University to create a regional version of the Learner Web for California and received a Library Services and Technology Act grant for the project; and

WHEREAS, the grant implementation process calls for the participation of four California adult literacy programs-two in the South and two in the North; and

WHEREAS, the Lodi Public Library Adult Literacy Services volunteered to participate in the project and after a telephone interview was selected as one of two northern programs; and

WHEREAS, the Learner Web is a self-paced interactive learning support system for adult literacy students developed by Portland State University with a federal Broadband Technology Opportunity Project grant; and

WHEREAS, the Lodi Public Library's Computer Learning Center meets the technology requirements of the grant and will require library staff to attend trainings in set up and usage of the Learner Web and provide feedback on registration and the usage of the system by Lodi library patrons; and

WHEREAS, Lodi will receive training in usage of the Learner Web, technical assistance and learning plans in both English and Spanish for computer literacy, internet access, and career pathway information. These tools will enhance the ability of Lodi's Adult Literacy Services to provide computer literacy training as well as instruction on reading and math skills.

NOW, THEREFORE, BE IT RESOLVED that the Lodi City Council does hereby authorize the Lodi Public Library to participate with City of Richmond's Literacy for Every Adult Project in implementation of the Learner Web-California.

Date: May 2, 2012

I hereby certify that Resolution No. 2012-55 was passed and adopted by the Lodi City Council in a regular meeting held May 2, 2012, by the following vote:

AYES: COUNCIL MEMBERS - Hansen, Johnson, Katzakian, and
Mayor Mounce

NOES: COUNCIL MEMBERS - None

ABSENT: COUNCIL MEMBERS - Nakanishi

ABSTAIN: COUNCIL MEMBERS - None


RANDI JOHL
City Clerk